

South Central Louisiana Human Services Authority

Board Meeting Minutes

August 13, 2015

Members Present: Ray Nicholas (Assumption), Herbert Barnes (Lafourche), Viola Daigle (Lafourche), Karen Lentini (St. Charles), Lynne Farlough (St. John), Gordon Landry (Terrebonne) and Danny Smith (Terrebonne).

Members Absent: Alisa Dunklin (St. James).

Guest in attendance: Lisa Schilling (Executive Director), Kristin Bonner (Deputy Director), Wesley Cagle (DD Director), Melicia Levron (HR Director) and Marian Palmisano (Secretary).

Agenda Item	Action Recommended/Outcome
Call to Order	Chairman Ray Nicholas called the meeting to order at 6:10 p.m.
Opening Prayer & Pledge of Allegiance	Chairman Nicholas led the prayer and Mr. Herbert Barnes led the Pledge of Allegiance.
Roll Call of Board Members	Secretary called the roll and indicated a quorum was present.
Approval of Minutes	Minutes from the July 9, 2015 meeting were reviewed. Mrs. Lynne Farlough motioned to approve the minutes of the July 9, 2015 Board Meeting, seconded by Ms. Karen Lentini, motion carried and minutes were approved.
Board Issues	<p><u>Board Member Travel Reimbursement:</u> Board Members were reminded to submit travel reimbursement forms.</p> <p><u>Update on St. Mary Parish Board Position:</u> Ms. Schilling reported no further information was received and stated she will contact St. Mary Parish President and the Parish Council and make another effort.</p>
Executive Director Report	<p><u>Agency Update:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Staff Recognition:</u> Ms. Schilling recognized and congratulated the staff members mentioned below for their awards and thanked them for continued dedication to SCLHSA. <ul style="list-style-type: none"> ○ <u>Rebecca Davis</u>, Louisiana Compulsive Gambling Counselor of the Year ○ <u>Ed Naquin</u>, National Judicial College and Treatment Alternatives for Safe Communities, Regional Treatment Team Member ○ <u>Arnold Verrett</u>, SCLHSA Employee of the Month • <u>LSUHSA Contract:</u> Ms. Schilling gave a brief update on the LSUHSA Contract. Ms. Schilling noted negotiations are being discussed for TBHC and LBHC sites and working to finalize the budget for the contract • <u>Federal Probation and Parole Solicitation:</u> Ms. Schilling gave a brief update on the Federal Probation and Parole Solicitation that would allow SCLHSA to be a provider in the communities. Ms. Schilling noted that Misty Hebert and Katie Gibbens completed the applications for mental health and addictive services. The application is under consideration and a decision should be rendered in a couple of weeks. • <u>Community Involvement Update:</u> Ms. Schilling reviewed the Community Involvement Events SCLHSA participated in. Ms. Schilling noted that Macy Richard is heading up this public relations initiative and working with SCLHSA sites and DD to bring community awareness of SCLHSA's services in/to the communities. • <u>Art of Respect Program:</u> Ms Schilling reviewed the Sponsorship Letter, Schedule of Events, and the T-Shirt Order Form for the Art of Respect Program that is scheduled throughout the month of September in each parish in the SCLHSA catchment area. The Receptions will be held on September 22, 2015 at 10:30am at the Terrebonne Parish Main Library in Houma and at 2:30pm at the St. Charles Library in Destrehan. • Ms. Schilling stated Kathy Kliebert, DHH Secretary, visited the SCLHSA Administration Office on July 30, 2015 for a brief meeting to discuss her departure with the department in April, 2016. • Ms. Schilling stated the target date for implementation of the Bayou Health Plans remains scheduled for December 1, 2015.

Agenda Item	Action Recommended/Outcome
Executive Director Report (cont'd)	<ul style="list-style-type: none"> • Ms. Schilling noted “Cudos” are sent out to Representative Gordon Dove for reinstating SCLHSA Capital Outlay Funding and including out agency in his legislative session update mailer. <p><u>Financial Report:</u> Lisa Schilling</p> <ul style="list-style-type: none"> • <u>Monthly Budget Summary:</u> Ms. Schilling reviewed the FY 16 Budget Analysis for July as of 7/31/2015 including projected revenues/expenditures and the Legislative Appropriated Budget. Ms. Schilling noted within the Related Benefits \$4,156,480 Projection a 2% Merit Increase for Staff is included in this projection. • <u>Webcheck Report and Self-Generated Revenue Report:</u> Ms. Schilling stated the Webcheck Report and Self-Generated Revenue Report will be reported at the September Meeting as staff are working with new reporting system and the financials were delayed. • Motion to approve the FY 16 July Budget Analysis with 2% Merit for Employees by Mrs. Viola Daigle, seconded by Mrs. Lynn Farlough, motion carried. • Ms. Schilling reviewed the Division of Administration Budget Spreadsheet consisting of State General Funds, Federal Funds, Fees and Self Generated Funds, IAT Funds, and Expenditures by Program. • Ms. Schilling reviewed the Professional and Social Services Contracts and discussed the total appropriated for contracts for FY 15-16. <p><u>Operational Review:</u> Kristin Bonner</p> <ul style="list-style-type: none"> • <u>eClinical Works Update:</u> Ms. Bonner reviewed the eClinical Works data for July 2015 reflecting the Top Diagnosis Count and the Top CPT Codes Count. • <u>Meaningful Use Update:</u> Ms. Bonner reviewed the Total Clinic Visits Report for July 2015. <p><u>Developmental Disabilities:</u> Wesley Cagle</p> <ul style="list-style-type: none"> • Mr. Cagle stated staff is adjusting well and enjoying the new DD office location. • <u>Program Statistics:</u> Mr. Cagle gave a brief update of the current DD Waiver status totaling 1137 waivers (804 NOW, 205 SW, 117 CC and 1 ROW). Mr. Cagle discussed the new availability of 425 CC slots. • <u>Transformation Update:</u> Mr. Cagle reported there are no changes to report and updated information will be forwarded upon receipt. • Mr. Cagle stated a provider Meeting is scheduled for October 7, 2015 at the Terrebonne Parish North Library in Gray. <p><u>Human Resources:</u> Melicia Levron</p> <ul style="list-style-type: none"> • <u>Civil Service Centralization Update:</u> Ms. Levron gave a brief update of the Civil Service Centralization changes noting all position descriptions, pay levels and approvals are now being processed through Civil Service Central Office. Agencies can no longer process within their agency.
Old Business	None
New Business	<p><u>Executive Session (Executive Director Evaluation Process):</u> Melicia Levron At 7:10pm, Ms. Karen Lentini entertained a motion to go into Executive Session to discuss the Executive Director’s Evaluation Process, seconded by Mrs. Viola Daigle, motion carried. At 7:25pm, Mrs. Viola Daigle entertained a motion to go into back into Regular Session, seconded by Mr. Herbert Barnes, motion carried.</p>
Views and Comments by the Public	None
Consideration of Other Matters	<ul style="list-style-type: none"> • Ms. Schilling reviewed the August Calendar of Events. • Chairman Nicholas stated the next Board meeting will be held on Thursday, September 10, 2015 6:00pm, at the SCLHSA Administration Office, 521 Legion Avenue, Houma.
Adjournment	Motion to adjourn by Mr. Gordon Landry, seconded by Mrs. Karen Lentini, motion carried. Meeting adjourned at 7:35pm.